*Sample invitation --- please feel free to edit to make more personal!*

Date

Dear [Member of Congress or staff name],

Please join me and other participants in the 2012 Disability Policy Seminar for a Capitol Hill reception:

**Date: Tuesday, April 24, 2012**

**Time: 5:30 to 7:30 p.m.**

**Location: Room G-50, Dirksen Senate Office Building**

Sponsored by six national disability organizations (The Arc, United Cerebral Palsy, Association of University Centers on Disabilities, American Association on Intellectual and Developmental Disabilities, National Association of Councils on Developmental Disabilities, and Self Advocates Becoming Empowered) the annual Disability Policy Seminar provides hundreds of advocates and professionals from across the nation with overviews from top policy experts about issues vital to the disability community. We are expecting over 600 participants this year.

To RSVP, please contact Brenda Walker at The Arc’s national office at walker@thearc.org; 202-783-2229. I hope you can make it!

Best,

[Your name, organization and contact information]